

ACADEMIC INTEGRITY POLICY

Scope

This policy outlines the requirements and expectations of academic integrity for students undertaking TASC-accredited courses, school principals, teachers, examination setters, markers and marking coordinators and the Office of Tasmanian Assessment, Standards and Certification (TASC).

Purpose

The purpose of this policy is to define academic integrity and inform of the significance of maintaining academic integrity when submitting work in relation to senior secondary courses accredited by TASC.

Policy statement

This policy applies to all Tasmanian senior secondary students undertaking a TASC-accredited course as part of their program of study. School principals, teachers, examination setters, markers and marking coordinators are responsible for upholding academic integrity.

It is a requirement of schools delivering TASC-accredited courses to have, and enact, an academic integrity policy ([see Standard 8 for Providers](#)). Schools must also have internal processes that provide for a consistent approach to ensuring the authenticity of student material submitted for assessments.

Academic integrity is the expectation that teachers, students and all members of the learning community act with honesty, trust, fairness, respect and responsibility¹. This means an attempt to unfairly gain academic advantage is a breach of academic integrity and is often referred to as 'academic dishonesty' or 'academic misconduct'.

Actions that compromise academic integrity²:

Copying	Using the same (or similar) words, ideas, or images from a source of information without appropriately referencing.
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¹Source: The University of Sydney, 2022, *Academic Integrity Policy* at <https://www.sydney.edu.au/policies/showdoc.aspx?recnum=PDOC2012/254&RendNum=0> [accessed 25 January 2023].

²Source: University of New South Wales, 2021, *Plagiarism Policy* at <https://www.unsw.edu.au/content/dam/pdfs/governance/policy/2022-01-policies/plagiarismpolicy.pdf> [accessed 25 January 2023].

Collusion	Unauthorised engagement with other people to complete work that is intended to be independent.
Contract cheating	Using a third-party to produce assessment work and then submitting it as your own. This also includes the offer of, and accepting of, financial incentives to complete another person's work.
Inappropriate paraphrasing	Rearranging or changing words from a source of information while retaining the same idea and not crediting the original source.
Inappropriate referencing	Inadequate, incorrect or inconsistent citation and/or referencing of sources such as words, ideas and images. This includes fabricating source citations.
Plagiarism	Intentionally or unintentionally passing off someone else's work, or information developed using artificial intelligence tools capable of simulating human behaviour and thinking, as one's own without crediting the source.
Recycling	Involves the author reusing previously submitted work without acknowledging it.

Roles and Responsibilities

Students are to:

- maintain and participate in behaviours that support academic integrity
- adhere by their school's academic integrity internal policies and procedures
- submit their TASC [Student Declaration](#) Form (online at www.tasc.tas.gov.au)
- adhere to the TASC External Assessment Policy and associated Rules.

School Principals and teachers will:

- ensure students are given explicit learning regarding academic integrity ([see Standard 7 for Providers](#))
- have recorded policies and procedures to ensure any disputes regarding a school's refusal to endorse the academic integrity of externally assessed folios are resolved ([see Standard 8 for Providers](#))
- apply their academic integrity policies and procedures when a student has breached academic integrity in relation to internal work submitted as part of a TASC-accredited course.

TASC Liaison Officers will:

- communicate and advise their School Principals and teachers of any updates to this policy or related materials.

Markers will:

- Report any potential breaches of academic integrity related to external assessments to their Marking Coordinator.

Marking Coordinators will:

- report any potential breaches of academic integrity related to external assessments to the Assessment Team, TASC.

Assessment Team, TASC will:

- receive reports on potential academic integrity breaches
- assess the potential academic integrity breach and pass along to Quality Assurance, TASC for investigation.

Quality Assurance, TASC will:

- conduct an investigation into the academic breach.

TASC External Assessment Conduct Review Committee will:

- assess the severity of the academic integrity breach
- provide a recommended penalty to the Executive Officer, TASC.

Executive Officer, TASC will:

- review and apply the recommended penalty.

Penalties for breaching academic integrity:

If it is found that a student has breached academic integrity when sitting an external exam, submitting an externally assessed folio or other externally assessed work the following consequences may be applied, but not limited to:

- a formal warning
- all unacknowledged material being disregarded when a student's work is marked
- a cap on the maximum rating a student can achieve for the external assessment for that course (for example, markers may be instructed to give no higher than a 'C' rating for each criterion)
- the cancellation of all internal and external ratings for that course, or
- the cancellation of all ratings for all of a student's TASC-accredited courses.

Breaches of academic integrity will be reviewed on a case-by-case basis and the Code of Conduct will be applied.

Related policies

1. [Assessment Policy](#)
2. Code of Conduct Policy (under development)
3. Copyright Policy (under development)
4. External Assessment Policy (under development)
5. [Quality Assurance Policy](#)

Related procedures

Nil.

Supporting information

[Academic Integrity Guide](#)

[School Procedures for Academic Integrity – Guiding Questions](#)

[Standards for Providers](#)

[Student Declaration](#)

Definitions

Nil.

Legislation

[Office of Tasmanian Assessment, Standards and Certification Act 2003](#)

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